



**COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER**

KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 525
LOS ANGELES, CALIFORNIA 90012-2766
PHONE: (213) 974-8301 FAX: (213) 626-5427

ALAN T. SASAKI
AUDITOR-CONTROLLER

March 15, 2000

To: Supervisor Gloria Molina, Chair
Supervisor Yvonne Brathwaite Burke
Supervisor Zev Yaroslavsky
Supervisor Don Knabe
Supervisor Michael D. Antonovich

From: Alan Sasaki
Auditor-Controller

Subject: **Probation Department Adult Banked Caseload Restructuring Effort –
Second Quarterly Status Report**

On September 14, 1999, your Board approved the Chief Probation Officer's request for approximately \$2.2 million to hire 60 additional staff to begin restructuring adult supervision services. Continued funding for the 60 positions is contingent upon the Probation Department's ability to meet five performance standards that my department would evaluate and report back to you on a quarterly basis. This is our second quarterly status report.

As of January 31, 2000, the Probation Department had filled all 60 positions. The 60 positions are assigned to the following adult supervision areas:

- Violation Teams 21 positions
- Minimum Supervision 19 positions
- Domestic Violence 14 positions
- Child Threat 6 positions

Approach

Attachment 1 contains the five performance standards your Board established to evaluate the success of Probation's restructuring of adult bank caseload services. We worked in cooperation with Probation to verify its compliance with performance standards addressing Case Assessment and Court Reports. Our verification process included interviews with Probation staff and management, and reviewing applicable records.

We did not review performance standards related to Orientation, New Arrests and Violations, and Restitution Collections as additional time is needed to assess the Department's performance in these areas due to its recent hiring of additional staff.

Status

Our review disclosed that the Probation Department is achieving the performance standards for Case Assessments and Court Reports. For example, Probation is required to perform an initial risk and needs assessment on 60% of existing cases. We noted that the Department had completed over 90% of all risk and needs assessments for January 2000 grants of probation. In addition, our review of the January 2000 court reporting statistics disclosed that Probation met the performance standard requiring it to submit 94% of all cases to the court two days prior to the court hearing date.

Future Follow-up

Our next quarterly status report is due June 14, 2000. During the next few months, we will continue to monitor Probation's compliance in meeting the performance standards. In particular, we will verify the Department's performance in meeting the Orientation, New Arrests and Violations, and Restitution Collection performance standards.

Please call me if you have any questions, or your staff may contact Pat McMahon at 974-0301 or DeWitt Roberts at 893-0973.

AS:PTM: DR

Attachment

2ndqtrreco46.doc

c: David E. Janssen, Chief Administrative Officer
Richard Shumsky, Chief Probation Officer
Violet Varona-Lukens, Executive Officer
Public Information Office
Audit Committee

**Performance Standards Developed to Evaluate Probation's Success
in Restructuring Adult Bank Caseload Services**

1. Case Assessments

Sixty percent of existing cases will have an initial risk and needs assessment completed, and 35 percent of active cases will be reassessed during the mid-point of the probation term.

2. Orientation and Reporting Requirements

Seventy percent of current cases that have failed to report for orientation will be reported to the court within 30 days for violation.

3. New Arrests and Violations

Sixty percent of active cases with new arrests or in violation of probation will be reported to the court within 30 days.

4. Restitution Collections

Sixty percent of existing cases with outstanding financial obligations will be reported in violation of the court at least 90 days prior to the end of the probation term.

5. Court Reports

Ninety-four percent of cases will be submitted to the court two days prior to the court hearing date.